



AGENDA ITEM MEMORADUM

Item No. 11f

Town Manager's Office

Bud Bentley

Assistant Town Manager / Development Services Director

COMMISSION MEETING DATE (*) - 7:00 PM	Deadline to Town Clerk
<input type="checkbox"/> Aug 23, 2011	Aug 12 th

*Subject to Change

- | | | | |
|---------------------------------------|---|--|---------------------------------------|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Reports | <input checked="" type="checkbox"/> Consent | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Quasi-Judicial | <input type="checkbox"/> Old Business | <input type="checkbox"/> New Business |

FY2011 DESIGNATED HIGH PRIORITY ITEM: Efficiency in Government

SUBJECT TITLE: Evaluation of the Parking Services Proposals

EXPLANATION: We received a strong response to our Parking Services RFP 11-05-01 with 5 companies proposing to provide comprehensive services and one company offering to provide citation management services.

With an RFP with this level of technical information, we would normally invite someone with expertise from a neighboring city to participate on the evaluation committee. For this RFP, our first choice was the Fort Lauderdale Parking Manager since she knows our Town's parking system and has helped us in the past. She regretfully declined since she has a conflict of interest as her husband works for one of the proposers. Rather than ask another city to volunteer a staff person, we believe we would be better served by employing Fred Bredemeyer, President of ConsulPark, since he knows the Town's parking system from his work on the Operational Analysis (August 23rd agenda item).

ConsulPark's RPF response listed their fee of \$175 per hour for services outside the scope of the Operational Analysis; however, at our request, Mr. Bredemeyer has agreed to discount his fee to \$100 per hour for up to 20 hours of technical assistance to the Parking Services RFP Evaluation Committee.

RECOMMENDATION: We recommend the Town Manager be authorized to enter into a contract with ConsulPark to provide up to twenty hours of technical assistance to the Parking Services RFP Evaluation Committee at a cost not to exceed \$2,000. Funds are available in the Parking Fund for this expense.

Reviewed by Town Attorney
 Yes No

Town Manager Initials CB